

MINUTES
TOWN OF MILLIKEN
TOWN BOARD OF TRUSTEES
Milliken Community Complex
June 14, 2006
7:00 p.m.

Board Trustees present: Mayor Linda Measner, Mayor Pro Tem Janie Lichtfuss, Gary Frank, Milt Tokunaga, Ted Chavez, Julie Cozad and Peggy Wakeman.

Also present were: Town Attorney Bruce Fickel, Police Chief and Co-Interim Administrator Jim Burack, Public Works Director and Co-Interim Administrator Mike Woodruff, Town Clerk Kari Redman-Gutierrez, Town Engineer Larry Ketcham, Finance Director Diana Vasquez, Town Planner Danna Ortiz., Senior Coordinator Lois Ann Onorato, members of the press and the general public.

PROCLAMATION – Sam Ward, an outrider from the Greeley Stampede, proclaimed June 28, 2006 as Milliken Day at the Greeley Independence Stampede.

PUBLIC HEARING

Mayor Measner opened the public hearing at 7:05 p.m.

Kent Bruxvoort a Representative for Bestway Concrete Corporate Offices presented the construction plans of a 9,913 square foot corporate office at 400 South Centennial Drive in Centennial Cooperative Park. Mr. Bruxvoort gave a presentation of the one story structure made of concrete and brick with windows all around. Mayor Measner asked about driveways into the structures which were explained by Mr. Bruxvoort. Trustee Gary Frank inquired about the exact location of the building in relation to the existing Hall-Irwin structure.

Trustee Cozad stated for the record that she was a previous employee of Hall Irwin and Lot Holding Investments before January 1, 2006 and had not seen the plans before and wanted to be sure there was no pre-judgment of the presentation.

There being no further discussion or public presentations, Mayor Measner closed the public hearing.

REGULAR MEETING

Mayor Measner called the regular meeting to order at 7:10 p.m.

PLEDGE OF ALLEGIANCE

Mayor Measner led the audience in the Pledge of Allegiance.

ADDITIONS TO THE AGENDA

Co-interim Administrator Mike Woodruff added Item: "h", Approval of the Finance Advisory Committee to the Consent Agenda.

REPORTS FROM BOARD MEMBERS REGARDING OTHER MEETINGS

Mayor Pro Tem Lichtfuss and Trustee Cozad reported on their attendance of the Metropolitan Planning Organization (MPO) meeting on June 13, 2006. Mayor Pro-Tem Lichtfuss reported that the attendees were divided into groups wherein each group was given a certain amount of money to spend to solve the problem of mixing the number of cars and people along a specific portion of roadway. She indicated that it wasn't an easy problem to solve but it was a very enlightening exercise and made a person more aware of the problems facing CDOT. Trustee Cozad reported that there simply isn't enough money available to solve the roadway problems in Northern Colorado. (Trustee Cozad, MPO Board member) and Trustee Wakeman, Alternate, will attend represent Milliken in making decision for future Federal/State roadway projects.

Trustee Cozad mentioned that the next meeting of the Milliken Trails and Open Space Committee will meet at her house at 1817 Saddleback Drive. The group meets the third Monday of each month.

Trustee Wakeman reminded everyone that the Milliken Madness Day is set for July 15, 2006. The day will include a car show, street dancing and a special Union Pacific engine will come into town on that day. More specific details will be provided as the day gets closer.

CONSENT AGENDA

Approval of Final List of Bills for June 14, 2006

Trustee Wakeman pulled the meeting minutes due to a correction on the final List of Bills for June 14, 2006. Finance Director Vasquez addressed questions concerning the Final List of Bills which included, Greeley Tribune, RG consulting, Qwest and Caselle.

Motion to approve the amended List of Bills for June 14, 2006 was made by Trustee Cozad, seconded by Mayor Pro Tem Janie Lichtfuss.

Vote: All in favor none opposed. Motion carried.

Approval of Minutes for May 24, 2006.

Discussion: Trustee Wakeman noted on page 2 of the May 24, 2006 Minutes, that the Milliken Madness Day was incorrectly stated as July 13th and should be corrected to July 15th. Additionally, under Public Hearing, Adoption by Reference of Changes to the Milliken Municipal Code, there is no indication that the Public Hearing was closed before the Motion to adopt was made.

Motion to approve the Corrected Minutes of May 24, 2006 was made by Mayor Pro Tem Lichtfuss and seconded by Trustee Wakeman.

Vote: All in favor none opposed. Motion carried.

Regarding the Finance Advisory Committee, Mayor Pro Tem Lichtfuss had questions about the length of service and who appoints the Board Trustee to the Committee.

ACTION AGENDA

Appointment of Town Clerk

Trustee Cozad moved to adopt the Resolution of the appointment of Kari Redman-Gutierrez as the new Town Clerk. Mayor Pro Tem Lichtfuss seconded the Motion.

Vote: All in favor none opposed. Motion carried.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF MILLIKEN, COLORADO, THAT Kari Redman-Gutierrez is hereby appointed as Clerk for the Town of Milliken.

Danna Ortiz, Town Planner reported that the site plan application submitted by Bestway Concrete for its corporate center is in general compliance with Town Requirements. There are a few outstanding issues raised by Staff; however, the applicant is confident that compliance with the comments can be obtained. The primary issue discussed pertains to the fact that the site plan doesn't show the road, sidewalk, and utility extensions to the eastern limit of the parcel. These improvements are shown to the limits of the proposed complex. The Engineer's comments allow for either extending the required improvements to the limits of the current lot, or subdivide the lot to fit the proposed improvements. These two options are being evaluated by the applicant at this time, a final determination will be chosen at a later date. The applicant acknowledges that the required improvements will be extended and completed, or a minor subdivision will be completed prior to their request for issuance of "Certificate of Occupancy" (CO). Danna explained that the various advertising periods and notifications required for a minor subdivision appear to be well within the anticipated building schedule and timing for the CO. Mayor Pro Tem Lichtfuss had questions about the sewer line as to how it ties into the existing systems, and the listed easement width. Town Engineer Ketcham stated that based on conversations he has had with the applicant, there is a shown willingness to

comply with the review comments – the connection detail and the easement configuration can be addressed in the construction phase. Trustee Tokunaga commented that meeting minutes from the Planning Commission meeting held June 7, 2006, which approved this site plan, would have been a convenient addition to the packet, in that it would have provided the Board a summary of these issues discussed, as well as other items brought up by the Planning Commission. Town Planner Ortiz explained that the current deadlines for town Board packets is two days after the Planning Commission meeting – so it is difficult to complete and refine the minutes in that quick a turn around. She indicated she will try and work with Betty (who takes meeting minutes for Planning Commission) to get the information in the Town Board packet, but again other tasks deadlines and duties often get in the way.

Motion was made by Trustee Tokunaga to approve the Site Plan for Bestway Concrete Corporate Office, with the conditions set forth by Staff. Trustee Chavez seconded the motion.

Vote: All in favor none opposed. Motion carried.

Danna Ortiz presented for approval Resolution 06-10, the Purvis Annexation which is set for Public Hearing at the Planning Commissioners meeting of August 16, 2006 at 7:00 p.m.

Motion was made by Trustee Chavez to adopt Resolution 06-10. Trustee Cozad seconded the motion.

Vote: All in favor none opposed. Motion carried.

Town Attorney Fickel presented information for the ratification of contract to purchase the Wulf Property. Co-interim Administrator Burack reminded the board that the contract signed by both the Town and the seller must still be approved by the Judge handling the Conservatorship of Bonnie Wulf.

Motion to confirm Mayor Measner's signature for the purchase of the Wulf property was made by Trustee Cozad, seconded by Trustee Tokunaga.

Discussion: Trustee Cozad questioned who performs due diligence. Town Attorney Fickel will write the proposal. It was noted that the Board of Trustees would like to attend the inspection.

Vote: All in favor none opposed. Motion carried.

Mayor Measner opened the discussion for the Planning Commissioner appointment. It is the consensus of the Board that a Board of Trustee member should not sit on the Planning

Commission to prevent the conception of conflict of interest; and to advertise to fill the one vacancy remaining on the Planning Commission.

Motion to re-appoint Larry Wieda and Gary Wiand to the Planning Commission was made by Trustee Tokunaga and seconded by Trustee Wakeman.

Vote: All in favor none opposed. Motion carried.

Discussion: Public Works Director and Co-interim Administrator Woodruff reminded the Board that Mayor Measner is running for re-election to the Board of Directors, Executive Committee of the Colorado Municipal League (CML) and asked the Board to approve funds to promote the Mayor's candidacy at the CML Conference June 20, 2006 through June 23, 2006 at Breckenridge, Colorado.

Trustee Cozad made the motion to allocate \$250 to promote the Mayor's candidacy for re-election to the CML's Executive Board. Mayor Pro-Tem Lichtfuss seconded.

Vote: All in favor none opposed. Motion carried

Additional Discussion

Public Works Director and Co-Interim Administrator Woodruff stated that Kevin Keberlein, of the Public Works Staff, had refurbished the podium with several coats of varnish and shortened the height of the podium to accommodate more speakers.

Trustee Tokunaga asked if there is an Ordinance that regulates the water meter readings. He indicated that some of his constituents were concerned about the overlapping of the 30 days between water bills. Public Works Director and Co-Interim Town Administrator Woodruff will report to the Board at the next Trustees' meeting, the procedures and cycles of reading the water meters.

Adjournment

Mayor Measner adjourned the meeting at 8:00 p.m. as there was no further business.

Kari Redman-Gutierrez, Town Clerk

Approved by the Board of Trustees

Linda L. Measner, Mayor